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**STATE OF NEVADA**



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February 23, 2018

**GUIDANCE MEMORANDUM #18-05**

**TO:** Nevada School District Superintendents

**COPY:** Nevada School Principals

**FROM:** Steve Canavero, Ph.D.  
Superintendent of Public Instruction

A handwritten signature in blue ink, appearing to be "Steve Canavero", written over the printed name and title.

**SUBJECT:** Academic Plan – [A.B. 117](#)

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Existing law requires pupils enrolled in grade 11 in public high schools to take a college and career readiness assessment chosen by the State Board of Education (ACT), and requires that said assessment: (1) be used to provide each pupil who takes the assessment a review of his or her academic strengths and weaknesses; and, (2) allows teachers and other licensed educational personnel to use the results of the assessment to provide appropriate interventions for a pupil to prepare for college and career success. [NRS 390.610](#)

*2017 Nevada Legislature*

[A.B. 117](#), section 1 passed in the 2017 Nevada Legislative Session, specifies the following additions to [Chapter 388 of NRS](#):

- Requires the Board of Trustees of each school district ensure that a counselor, administrator or other licensed educational personnel meets individually, at least once each school year, with each pupil enrolled in grades 9, 10, 11, and 12 at a public high school, to review with the pupil the academic plan for the pupil. [NRS 388.205](#)
- Requires the counselor, administrator or other licensed educational personnel in each school district to use the pupil's results on the college and career readiness assessment (ACT) and the results of a National Merit Scholarship Qualifying Test (if such an assessment or test is available), and the pupil's academic records to review with the pupil his or her academic strengths and weaknesses and determine areas the pupil

may need to work on to be prepared for college and career success without the need for remediation.

- If the counselor, administrator or other licensed educational personnel determines that remediation is necessary, said counselor, administrator or other licensed educational personnel are required to coordinate with the pupil and the pupil's parent or legal guardian to revise the academic plan for the pupil to ensure that the pupil will be prepared for college and career success before the pupil graduates.
- Authorizes the parent or guardian of a pupil to waive the requirement for said academic plan meeting.

Furthermore, [A.B. 117](#) (2017), section 23.5 specifies the following additions to [Chapter 387.123 of NRS](#):

- Prohibits the counting of a pupil enrolled in grade 12 as a full-time pupil if the pupil is not prepared for college and career success, as defined by the Department [[NRS 390.610](#); ACT adopted by the State Board of Education].
- Such a pupil may be counted as a full-time pupil if he or she is enrolled in a minimum of six courses or the equivalent of six periods per day or the superintendent of the school district has approved enrollment in fewer courses for good cause.

To assist districts and school in these efforts, there are federal funding mechanisms available to middle and high schools; please see attached.

Please direct any questions, or for more information contact: Kristine Nelson at [knelson@doe.nv.gov](mailto:knelson@doe.nv.gov).

This memo does not expire and will operate in perpetuity until replaced.